



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

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TO: Norman J. Wayte II, Chairman, Planning Board

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Request for Subdivision Approval – 200 Jewell Drive

DATE: January 26, 2011

Request: For Subdivision Approval of Parcel Number 14-49-101, located in the 1200 Block of Jewell Drive.

Applicant: Stephen J. Gracey, Survey Project Manager of GYMO, P.C. on behalf of Purcell Construction Corp. and Ives Hill Retirement Community.

Proposed Use: Enriched Living Facility.

Property Owner: Ives Hill Retirement Community.

Comments: This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required and notice has been published for it to be held at 4:05 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

The applicant is proposing to subdivide Parcel Number 14-49-101 located in the 1200 Block of Jewell Drive. This parcel went through the site plan approval process last fall for the construction of an Enriched Living Facility and five duplexes. The portion of the property that is being subdivided is the land that the proposed Enriched Living Facility will be constructed on. The future enriched living facility is not included in this parcel. The remaining portion of the property will include the duplexes and remaining vacant land.

The proposed property lines have been drawn in such a manner that all of the required setbacks have been met. The proposed parcel will be 2.23 acres in size or 97,139 square feet. The proposed building is 14,050 square feet meaning that the proposed lot coverage is approximately 14.5%, which falls under the maximum allowed lot coverage of 20%.

As part of the site plan approval for the enriched living facility project, the applicant was required to assemble parcel number 14-49-101.005, 14-49-101 and 14-49-101.101 into one parcel by way of a new metes and bounds description filed with the County Clerk. According to our records, this has not yet been completed, most likely because of this pending subdivision request. When the deed for the subdivided parcel is filed, a deed must also be filed showing the combination of all of the remaining property. The applicant should therefore provide a Legal Description for the remaining property.

There are a number of existing easements associated with the various parcels that should be depicted and labeled accordingly on the subdivision plat.

During the Phase I construction of Ives Hill Retirement Community, an 8" water main was constructed from Jewell Drive to Kieff Drive. A 20' Utility Easement was provided and conveyed to the City of Watertown, however, the water main was not constructed within the easement at the western end. Therefore the owner must provide a revised 20' Utility Easement centered on the existing water main. A description and survey map for approval by the Engineering Dept. must be provided. Once approved, the easement shall be conveyed to the City of Watertown.

After approval, the applicant must submit two (2) reproducible mylars of the plat for signature of the clerk of the Planning Board. One of the mylar copies is to be filed in the County Clerk's Office within 62 days of signing.

Also, the words "**Subdivision Final Plat**" should be added as the title of the drawing.

Summary: The following should be included as contingencies with the motion for approval:

1. When the deed for the subdivided parcel is filed, a deed must also be filed showing the combination of the remaining portion of parcel number 14-49-101 and parcels numbers 14-49-101.005 and 14-49-101.101 and a copy of the description must be provided to the City Engineering Department.
2. The existing easements associated with the various parcels must be depicted and labeled on the subdivision plat.
3. The owner must provide and convey a revised 20' wide Utility Easement centered on the existing water main located between Jewell Drive and Kieff Drive that was constructed as part of Phase I of the Ives Hill Retirement Community Project by providing a description and survey map for approval of the Engineering Dept.
4. The words "Subdivision Final Plat" should be added as the title of the drawing.

cc: Planning Board Members
Robert J. Slye, City Attorney
Justin Wood, P.E., Civil Engineer II
Stephen J. Gracey, GYMO, P.C.



**PUBLIC HEARING
CITY OF WATERTOWN PLANNING BOARD
WATERTOWN, NEW YORK
Tuesday, February 1, 2011**

Notice is hereby given that under the provisions of Section 32 of the General City Law, a public hearing will be held by the Planning Board of the City of Watertown, New York on the Final Plat for a two-lot subdivision of Parcel Number 14-49-101 located in the 1200 Block of Jewell Drive in the City of Watertown.

The Planning Board will convene the Public Hearing at 4:05 p.m. on Tuesday, February 1, 2011 in the City Council Chamber, Room 303, Watertown City Hall, 245 Washington Street, Watertown, New York. All those interested may appear and be heard on this subject.

Copies of the proposal are available for public inspection and copying at the Office of the City Engineer, Room 305, Watertown City Hall, during regular business hours.

Date: January 27, 2011

Kenneth A. Mix
Planning & Community
Development Coordinator